

*Town of Garfield*  
**TOWN COUNCIL REGULAR MEETING MINUTES Preliminary Draft**  
**FINAL BUDGET HEARING**  
*Town Hall – December 19, 2013*

**CALL TO ORDER:** Mayor Jarrod Pfaff called the meeting to order at 6:57 PM

**ROLL CALL:** Mayor Jarrod Pfaff, Sharon Schnebly, Tim Southern, Mark Young, and Larry Hunt present. Staff – Public Works Superintendent Robby Johnson, Public Works Assistant Brad Hasenoehrl and Clerk/Treasurer Cody Lord. Absent: Daymon Marple

**GUESTS:** Eric Hasenoehrl Keltic Engineering, Fire Chief Chris McCully, and incoming Mayor Ray McCown.

Eric Hasenoehrl is here to talk about the WWTP plant. The WWTP currently use chlorine gas and now you can use chlorine tablets to treat sewage. It takes away most of the Hazmat concerns. It is much easier to use and you are able to adjust the quantity used more effectively. This would replace all the chlorine cylinders and scales. If the town switched we would not have to have all the safety mechanisms we currently have. Currently of the gas meters we use, one is defunct and one is limping along. If we want to get the same model and same type, the only thing that goes wrong with them is the o ring. It is about a \$150.00 for the pump. The not so good thing is it is not adjustable. There are more expensive models that will adjust the flow but it is not necessary for our plant.

De-chlorination is the new big thing. These tablets will only react with the chlorine, it will not affect anything else. The sulfide is neutralized by the tablet. Being in pellet form makes it non hazardous. You would have to use gloves to load the tablets. It is loaded into a tube and as the water runs over it, the tablet dissolves treating the water. 200 pills would cost about \$250.00 so it is a little more expensive however it is a month supply. Other than that, Eric is working on is the limits and constraints on the plant, and will have a report for us next month. Eric explains that you try and match the productivity with discharge waters your plant is processing. You have to know if your plant is working correctly. They will evaluate this and show us how to get in compliance. Progress is being made.

**APPROVAL OF MINUTES:** Larry Hunt **MOVED** the minutes of the Regular Council Meeting of December 10th, 2013. Mark Young seconded the motion and the motion carried unanimously.

**POLICE DEPARTMENT REPORT:** Police Chief Jerry Neumann present for the Police Department.

There is some direction from the state on the loose moose issue. If it continues to be a nuisance then the state game officers will come and put it down. They will not dart it and relocate. This situation would become a destroy and donate to the local shelters. Sharon Schnebly said another one was darted and taken outside of Spokane and let go. There is two now and the cow is currently becoming a problem. There are a couple different ones passing through town, a cow with a yearling and baby and then a cow by herself. There have been a lot of complaints. Every year we are getting more and more so Colville will open up special hunts to lessen the problem.

Officer Merry spent a lot of time on a private property civil dispute and the problem went to court and should be resolved.

Chief Neumann would like to offer a public service notice that in the mornings you must clear 75% of your windshield before driving for safety precautions.

**PUBLIC WORKS REPORT:** Public Works Supervisor Robby Johnson was in attendance for the Public Works department.

- Sewer plant. The lift station is working again at the WWTP, there was a giant rock making it malfunction. Robby and Brad spent the last couple days there working on the plant and making progress. Our Bio-cell is still currently not working. The Bio-cell has been scoped but they still can't find the issue so they are still investigating this issue. The plant is going in the right direction, and the digester is now operational, however most things are on a manual functioning basis right now.
- Ackerman heating is coming in a week to check out our furnace in the shop and see why it is not working correctly.
- Larry let the Public Works guys use his grapple to attach to the bobcat and load at yard waste collection site. It worked great in the field and may be a piece of equipment we can get great use out of in the future if we decide to purchase one.
- Robby and Cody will be working on a flyer to get the new garbage route details out.

Larry Hunt asked if the city is going to retrofit the dumpsters. Did we buy them with the tubes on them? The last two were installed with tubes and the ones before that were not.

Robby asked Eric Hasenoehrl does he have any idea who manufactures the carriages under the screens at the WWTP, and also if he can look into where we can get the collection bags that are used in these carriages? If we could locate them, then we can get the second screen running again.

**OLD BUSINESS:** No old business to discuss.

**NEW BUSINESS:**

1. Ordinance 440N Amending Ordinance 436N

Mayor Jarrod Pfaff explains the reason why we are revising the Ordinance. A new value was given to the town of Garfield for the dollar cost per thousand for tax assessment therefore we have to revise the Ordinance 436N as it was currently written. Tim Southern **MOVED** to amend Ord. No. 436N with the correct information of Ord. No. 440N. Sharon Schnebly seconded the motion and the motion carried unanimously.

2. Ordinance 441N Amending 437N

Mayor Jarrod Pfaff explains the reason why we are revising the Ordinance. A new value was given to the town of Garfield for the dollar cost per thousand for tax assessment therefore we have to revise the Ordinance 437N as it was currently written. Larry Hunt **MOVED** to amend Ord. No. 437N with the correct information of Ord. No. 441N. Sharon Schnebly seconded the motion and the motion carried unanimously.

3. Resolution 2013-30 Setting the Salaries of Town of Garfield Employees and Officials

Mayor Pfaff explains the limits and values to the council and also explains to council that they will set the amount of pay for the temporary employees. Sharon Schnebly **MOVED** to accept Resolution 2013-30, setting the salaries for the employees of the Town of Garfield. Mark Young seconded the motion and the motion carried unanimously.

4. Review and Sign Council Compensation Forms for 2014

Mayor Pfaff explained that it is up to each individual to decide whether or not we want to decline

our wages for the upcoming year while being on the council or the Mayor. The form was presented to all council except for absent council member Daymon Marple, incoming council member David Jones and incoming Mayor Ray McCown.

5. Ordinance 443N Budget Amendment 2013 Water and Utilities Fund

Mayor Pfaff explains the need for additional funds to fulfill budgetary items through January 20<sup>th</sup>, 2014. The need for the budget amendment is to back pay ourselves for the pipe and the hydrants which were unforeseen expenses in 2013. Tim Southern **MOVED** to approve Ord. No. 443N amending the 2013 Water and Utilities Fund budget. Larry Hunt seconded the motion and the motion carried unanimously.

6. Lease for Marcus Munn Cascade Computing

Marcus Munn is seeking a agreement that will gain him use of the tower to install equipment and Mr. Johnson will maintain the tower. Tim asked why Mr. Johnson can't directly sublease the tower to Marcus Munn. Stephen Bishop has advised against this and Stephen thinks the contract should be completed in the next week or two.

## **FINAL BUDGET HEARING**

**Final Budget Hearing started at 7:18 and was open to the public.**

1. Ordinance 442N adopting the Final Budget 2014

For 2014 we are looking pretty good. In 2014 the office carpet will come from the reserve account. Taxes pretty much stayed the same. City assistance is slowly creeping back up. Legislative finance is about the same as last year. The updated police contract price is in the budget. Under line 522 Fire control section, property liability for 2013 has been corrected. The Joint Fire Board will pay their own insurance in the future and we will pay our own, these policies need to be finished. You will notice the Park account under supplies, the picnic tables and pea gravel at the park for the play area were paid from this account. 597 transfers, these are the same as always, \$1,300 goes to Current Expense Reserve for ½ of the audit expense for 2013. Current Expense Reserve is still gaining and the \$3,000 in 597 is a place holder for any kind of surplus the coming year.

Streets is pretty much straight forward with nothing really going over budget. Palouse's grader rental was \$352, we had the grader for 3 days and it is charged by the hour. Street lights and electricity is going up by about \$2,000.00 annually and will cut into streets eventually. Streets reserve is starting to gain again and will end the year with approximately \$34,000. The Capital Facilities fund has not changed much. Fire reserve will end about \$14,000. Chris McCully asked what we are budgeted for the next year concerning fire hydrants? We will want to budget 2 more hydrants for 2015, they are about \$5,500 installed. Mayor Pfaff explained they will have enough to get 4 now and some later. The Police Fund is fine. 312 Equipment Fund is a just in case fund for later. The sold surplus items went back into the reserve accounts.

401 Water, Sewer and Garbage Fund basically have all the same sections. The interfund transfer of \$12,000 is for the audit. \$5,000 is for the hydrants we anticipate changing, \$10,000 for changes to the plant, and the other \$5,000 will be for the changes to retrofit the Currotto can on the new/used garbage truck. Water gain or loss is currently in the black and is all starting to come together. We still have bills that will go against the bills for this budget year.

The sewer plant has costs at this time and is currently over budget, although it is less than what the council approved to do the necessary repairs. Sewer should still end the year on the plus side as well. Garbage is about \$7,000 in the hole. Mayor Pfaff will come back after January and see what we actually lost on the year in the garbage account. Mayor Pfaff will inform the council on his findings and thoughts. All the loan

payments are still the same. Everything going into 410 and 412 accounts is the same. The water and sewer loans are always money in and money out. Mayor Pfaff suggests laying low on buying equipment for the next year and let the current purchases ride and pay for themselves. Utility equipment reserve will end the year looking good. We didn't end up purchasing the second Currotto can as it was too expensive to ship and not worth the expense as a back up piece of equipment. Fund 412 should replenish next year. Very last page, the differences from positive to negatives from 2012 to 2013 and into 2014 is looking pretty good.

Mayor Pfaff suggests that the council will probably have to look at raising the street fund levy in 2015 as this account will start running a little thin. It seems like Garfield is always playing catch up with this levy, and we would like to be ahead of the curve a bit.

The attending public was asked if they had any questions or thoughts. No one responded.

Tim Southern **MOVED** to approve the 2014 Final Budget proposal. Mark Young seconded the motion and the motion carried unanimously.

**FINAL BUDGET HEARING closed at 7:32 with no additional comments from the public. The regular session of the council meeting commenced.**

Mayor Pfaff explains on all town clean up day we threw out some wood panels that were not rubbish by accident. The homeowner has receipts for the cost to replace the discarded panels. Mayor Pfaff asked the council if they felt we should reimburse him for the discarded panels. Larry Hunt **MOVED** to reimburse the homeowner for the cost of the discarded panels. Tim Southern seconded the motion and the motion carried unanimously.

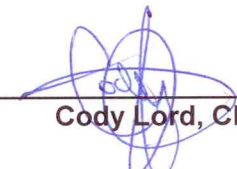
**FINANCIAL:**

1. Approval of Checks: Larry Hunt **MOVED** to approve the following bills presented to council for payment. Sharon Schnebly seconded the motion and the motion carried unanimously.

Check Register #11212-11215, 11222, 11221 PLUS EFTPS Payroll: \$8,461.94  
Check Register #11216-11220 Claims: \$3,021.77 Total: \$11,483.71

**ADJOURNMENT:** Larry Hunt **MOVED** to adjourn the meeting at 7:37 PM. Tim Southern seconded the motion and the motion carried unanimously.

  
Jarrod Pfaff, Mayor

ATTEST:   
Cody Lord, Clerk/Treasurer